

Bangor University
MINUTES OF THE UNIVERSITY HEALTH AND SAFETY COMMITTEE

Meeting 11th March 2020

Present: Prof GRoberts (Chair), Miss SBarnes, Mr AJones, Mr WJones, Dr JIatford, Dr PMillars, Dr KMurdy, Ms RParry, Miss ERiches, Dr HRoberts, Ms JRoberts, Mr SRoberts, Prof P Spencer, Mr LWegand, Ms EParryWilliams, Mr TWilliams, Mr GWJones (Secretary)

Apologies Ms MRowlands, Mr HEllis, Ms THibbert

Update Covid 19

GHire, Head of Governance & Compliance, updated the Committee on the work the University is undertaking in response to the Covid 19 outbreak. The following key items were noted:

- i. All staff and student overseas travel on University related business is prohibited unless deemed essential and authorised by the relevant Dean of College or the Director of Corporate Services
- ii. The Executive are appraising themselves regularly of the University's response to Covid 19
- iii. A Tactical Working Group has been established to support the Executive, which assesses the changing UK and world situation and associated advice. Action is being taken as required, this has included, through PACS, the provision of anti-bacterial / anti-viral hand gel stations across the estate
- iv. A Covid 19 Website has been developed with information provided for staff and students. The Website includes information on 'self-isolation'.

Appreciation was expressed for the report and the work being undertaken. It was also confirmed that University staff, students and Council members would receive regular updates.

574 Minutes

The Minutes of the meeting held on the 6th November 2019 were confirmed and signed.

575 Matters Arising

The following items were noted:

- a) 567(b) In Year Accident & Sickness Statistics To be reported on under Agenda Item 6
- b) 569 Audit/Review Reports Under Trading Cycle A follow up meeting took place in November 2019 to discuss the audit findings and actions taken to resolve these. There are no significant issues outstanding.

576 Sub Committee Reports

a) Radiation Health and Safety Sub-Committee Report

The Sub Committee met on the 24th February 2020 with the following key items noted:

- i. Natural Resources Wales and Counter Terrorism An inspection of the 'sealed radioactive source' was undertaken. No concerns were noted.

- ii Natural Resources Wales (NRW):** Two Inspectors visited on 14th February 2020. The only recommendation was that the keypad access systems should be replaced with a SAUTO (electronic) lock.
- iii Radon:** Following changes to the Ionising Radiation Regulations and updates to the Health Protection Agency's (HPA) indicative Radon Map of the UK, a review of all previous radon measurements has been undertaken. As a result, further radon monitors are being placed in a small number of buildings with the potential for radon levels near the revised action level. In addition, on the advice of the Radiation Protection Advisor (RPA), further readings have been taken in all University owned Halls, with confirmation also sought from 3rd party Halls provider's regarding the radon assessment and mitigation arrangements they have in place for the Halls they provide to Bangor University. Further action will be taken dependent on the response from 3rd party Halls providers and from the radon results.
- iv Radiography Wrexham - School of Health Sciences:** Mr J Gart has been appointed as the new HPS and the Local Rules and Risk Assessment have been revised. It was noted that clarification is required regarding monitoring dosimetry of new and expectant mothers on placement.
- v A summary of the work of the Nuclear Futures Institute (NFI),** who are undertaking small scale synthesis to identify new nuclear fuels, was provided.
- vi Lasers:** An investigation was undertaken following notification of the purchase of a Class 4 laser from outside the European Economic Area (EEA). The investigation highlighted the significant differences that arise with regards to quality and safety features of items purchased inside and outside the EEA. The University's Procurement Procedures has since been amended to restrict the purchase of machinery and equipment directly from outside the EEA.
- vii Health and Safety Executive (HSE):** It was reported that nationally the HSE are visiting more Universities, with their focus on Radiation Risk Assessments. In preparation, it is confirmed that all Local Rules and Risk Assessments for open source work and the use of XRFs and X rays have been reviewed and are suitable.

It was requested that J Gart be invited to future Radiation HPS Sub Committee meetings.

b) Chemical and Biological Health and Safety Sub Committee Report

The Sub Committee met on the 24th February 2020. The following key items were noted:

- i The Sub Committee has appointed a new chair; Mr Merf Williams (School of Medical Sciences),** who is an experienced medical microbiologist.
- ii All GMD work is Class I or non notifiable.** The only exception is a Class II project which uses a non-toxic E. coli O157 strain. This project has been notified to HSE and has run for a number of years.
- iii All GMD Risk Assessments were updated in 2019.** The next Local Committee for Genetic Modifications will take place in December 2020 in accordance with the 3 yearly frequency agreed with the HSE.
- iv A new proposal for a project using fish is under review.** There is no risk to human health and the work is non notifiable. Details of the project will be placed by the HSE Office on the

Public Register:

- v. To ensure working practices meet best practice guidelines a review of all Risk Assessments associated with noxious works is to be undertaken

577 Report from the Health, Safety & Emergency Management Task Group (HSEMTG)

Since the last meeting of the Health and Safety Committee, the Task Group has met twice. At those meetings the following key items were noted:

- i. **Musculoskeletal Working Group:** An update on the Group's work, which has met three times, was received. The Group will continue to explore any other possibilities that have the potential to impact positively on this area.
- ii. **HSE Policies:** A number of revised/updated HSE Policies: Control of Vibration, Minibus Safety, Overseas Travel, Fire Safety, Water Safety Management, Asbestos Management and Field work were approved. The revised Policies do not assign any new responsibilities and have primarily been revised to reflect changes in functions and duties across the Corporate Services structure.
- iii. **Task Groups:** The Director of Property and Campus Services (PACS) now reports on estate safety to each HSEMTG; this following changes to Task Groups.

578 6 Month Accidents & Ill Health Statistics

A 6 month report on accidents and incidents and ill health statistics for the period 1st August 2019–31st January 2020, which remains slightly below comparable periods, was provided. In summary:

- a) **Accidents**
 - i. Further to the one incident (a fall due to a trip within a Lecture Room) reported at the previous Committee there have been no additional reports under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR). To date there has been 1 RIDDOR report in 2019/20.
 - ii. The total number of injury accidents is 32, with 21 of these to Staff and Students.
- b) **Sickness Absence**
 - i. Some 385 working days were lost due to reported sickness absence, a rate of circa 241 days per employee (FTE) for the first 6 months of the year.
 - ii. Data per 1,000 (FTE) employees equates to 392 instances and 2413 days absence. There were 433 instances and 2830 absences for the (unclear)

It was advised that the Vice-Chancellor has commended the staff involved and the Committee wished to also express its appreciation for the professionalism and valour of all those involved

59 Health and Safety Training Update